

MEMORANDUM

Office of the Fire Marshal



To: Bill Weisgerber, Fire Chief

From: Patricia Joki, Fire Marshal

P. Joki

Subject: Fee Schedule Revision

Date: October 3, 2003

Executive Summary:

The Fire Department has charged a fee for plan review, permit and inspection services since 1983. Fees have periodically been revised to reflect increasing costs in the delivery of service and costs to implement new services. Council approved the most recent update in 1995, eight years ago.

To evaluate the current program's cost recovery efficiency, staff performed two reviews and compared the results with surrounding jurisdictions. Staff evaluated 1) the existing fee schedule with a proposed increase, and 2) the current fee collection methodology.

Results of the review indicate that the proposed increase in fees will remain within the average amount of those charged by surrounding communities while maintaining a reasonable level of cost recovery. The proposed change in fee collection (i.e., collecting fees with the initial application or inspection) is consistent with surrounding jurisdictions and other City programs, benefiting both customers and staff by reducing the administrative time necessary to prepare and collect multiple charges.

Background:

Current Fee Schedule: Fees are based on 1995 data for the "fully burden rate" of an inspector or plan check engineer. This standard hourly rate is \$98.00/hour¹. Standard permit charges include the first hour of time spent to process a permit application, or perform a plan check, plus the first hour of inspection time. The total initial charge is \$196.00. Additional time necessary to complete the process is charged at the standard "fully burdened hourly rate" (\$98.00) and invoiced separately on a monthly basis. Customers remit payment throughout the year for the additional charges until compliance is achieved. Revenue is lost if a business fails to pay (e.g., bankruptcy, location change, delinquency) as billing cycles occur after services are rendered.

Proposed Fee Schedule: Staff recommends three adjustments to the current fee schedule:

- 1) Increase fees to near the average amount charged by neighboring jurisdictions for similar services;
- 2) Collect a minimum charge for certain activities, reducing the number of invoices to the customer by collecting fees with the initial permit or inspection; and,
- 3) Implement fees for new activities.

¹ Includes salary, benefits, and overhead trailing accounts

Discussion:

Fee Increase: The Finance department has calculated the current “fully burdened hourly rate” of an inspector and plan check engineer including administrative overhead costs to be \$144.97 and \$137.78 respectively². Staff compared the delivery costs for similar types of service with surrounding jurisdictions and found the average hourly rate to be \$110.00. Because fees have not been adjusted for eight years, staff believes increasing charges to the full amount would unnecessarily burden the business community. Therefore, staff recommends increasing the standard hourly rate by \$ 12.00 dollars, from \$98.00 per hour to \$110.00 per hour, for all activities conducted. Although this rate would not completely cover program implementation costs, it would improve the Department’s level of cost recovery, while also reducing the level of general fund subsidy of these activities from 32% to 24%, as shown in Attachment 1.

Minimum Charge for Activities: Since 1991, the department has collected data for the time it takes to complete plan reviews and compliance inspections. Upon reviewing the data for known types of projects, staff found a standard amount of time was necessary to complete each task, which was dependent upon the complexity of the individual activity.

Staff compared 8 project/activity types with neighboring jurisdictions: 5-fire life-safety and 3 hazardous materials. Attachment 2 is a list of these activities representative of the most common tasks conducted by fire jurisdictions.

Staff found that each jurisdiction calculates fees differently, based upon a combination of a standard fee, and the quantity and type of hazardous materials handled by a business. To compare total costs, staff used its database identifying standard time required to complete tasks and multiplied this by the proposed hourly rate. This rate was then compared with costs for the same activity within other jurisdictions. The results are shown in Attachment 2. Attachment 3 provides a graphic representation of selected data from Attachment 2.

The results of the analysis are comparable, and indicate with two exceptions³ the proposed charges are within an average amount charged by surrounding jurisdictions.

Fee Collection: Using the current collection process, a staff analysis of 10 years data indicates that a business can expect to receive multiple invoices throughout the year, reflecting the number of compliance inspections that will likely be performed. With multiple invoices and payments attempting to be tracked by both staff and the customer, the results are a system that is an ineffective use of time and resources; and is inconsistent with other fee collection systems in the City as well as those used by surrounding jurisdictions. The proposal to collect all fees with the initial application or inspections will remedy this impact, and render a more efficient, effective and mutually beneficial fee collection method. (Attachment 4 displays the difference between multiple and initial billings.)

² An increase of approximately 47% and 40 %, respectively

³ Assembly Permit Inspections are slightly higher because not all jurisdictions charge for these inspections; and, Hazardous Material Permits for a small facility, current charges are above the jurisdictional average and will remain higher because other jurisdictions base their fees on the quantity and type of chemicals at a facility, not the time necessary to conduct compliance inspections.

New Fees for New Activities: The Department also conducts non-routine services upon request that have an impact on staff time. Staff proposes to charge a fee for these requested services. Most activities are of an incidental nature with the exception of fees for implementing a new State-mandated program: *Fire Detection and Suppression Maintenance Certification*. This program requires periodic testing of fire detection and suppression (sprinkler) systems by qualified contractors, with oversight and approval duties performed by staff, as the Authority Having Jurisdiction (AHJ)⁴. (Attachment 5 identifies these activities and provides a description of the fee.)

Revenue:

The Fire Department generated approximately \$314,890 dollars in Fiscal Year 02/03 through cost recovery fee collection. Based on this data, the proposed fee schedule could increase revenue by \$98,032; \$37,786 from fee increases and \$60,246 from implementing the new *Fire Detection and Suppression Maintenance Certification Program*.

Discussions with Chamber of Commerce:

The proposed fee schedule was presented to the Chamber of Commerce's Board of Directors. They requested fee adjustments be "phased-in" over a one-year time frame: 6% initially and 6% in six months. This process would reduce the total revenue generated by approximately \$9,300, and it would have a negative impact to staff by necessitating the following duplicative activities:

- Recalculating charges for each regulated activity
- Reprogramming computer database to reflect the new amounts
- Updating forms and guidelines
- Requiring additional business outreach activities

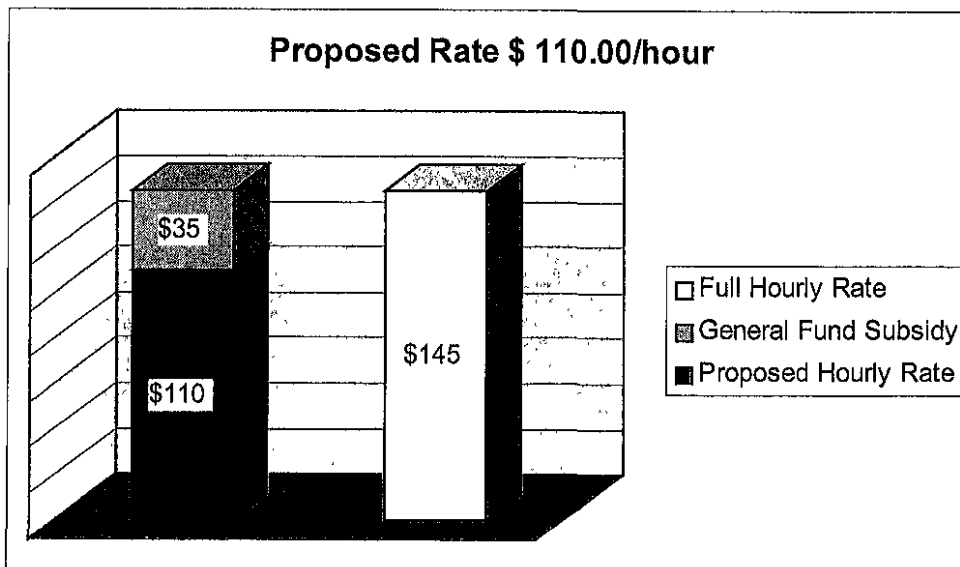
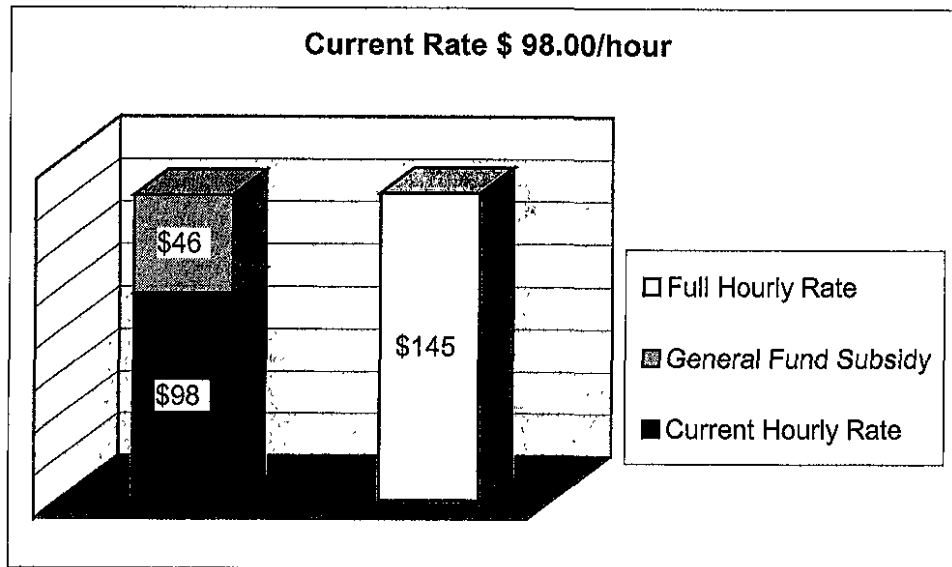
Recommendation:

Staff recommends increasing the Fire department's standard fee rate by \$12.00 dollars, collecting a minimum fee for the identified regulatory activities and implementing fees for new activities as specified in the proposed fee schedule. These changes accomplish two objectives:

- 1) The fee adjustment would enable the City to more accurately recover costs by requiring regulated businesses to pay for services rendered, reducing the burden on the general fund, and,
- 2) Moving to a fee system based on activity, and combining multiple invoices into a single bill will streamline delivery of service to the customer.

⁴ Technical review of testing reports, deficiencies noted and necessary follow-up for compliance.

Attachment 1
Cost Recovery and General Fund Subsidy



Attachment 2
Comparison of Common Activities Between Surrounding Jurisdictions

ACTIVITY	MILPITAS 1995		AVE.	MOUNTAIN VIEW 2000	PALO ALTO 02/03	SAN JOSE 2002	SANTA CLARA 02/03	SUNNYVALE 03/04
	Current	Proposed						
LIFE SAFETY - Permits/Inspections								
Assembly	294 ¹	330 ¹	300	237 ²	295 ³	340 ³	295 ²	300 ⁴
Apartments								
Based upon size								
Small	294	330	333	375	n/c	n/i	295	n/c
Medium	490	550	574	628	n/c	n/i	545	n/c
Large	686	770	927	1218	n/c	n/i	795	n/c
Sprinkler System								
< 20 heads	196	220	269	Based Upon	235	362	260	10% of
>20 <199 heads	588	660	661	Project Value	871	684	430	Building Fee
> 200 heads	686	770	840		1040	876	675	
Fire Alarm	588	660	671	Based Upon	1040	626	360	10% of
				Project Value				Building Fee
Tents	294	330	475	79	1060	860	400	121

n/i – no inspection performed

n/c – no charge

¹Costs recovered for all inspections

² Additional charges begin with second reinspection

³ No charges for reinspections

⁴ Additional charges begin with third reinspection

ACTIVITY	MILPITAS 1995		AVE.	MOUNTAIN VIEW 2000	PALO ALTO 02/03	SAN JOSE 2002	SANTA CLARA 02/03	SUNNYVALE 03/04
	Current	Proposed						
HAZARDOUS MATERIALS								
Permits/Inspections								
Small Facility	196	220	180	100	170	393	80	121
Medium Facility	490	550	609	380	1130	657	210	724
Large Facility	980	1100	1510	1300	2040	2026	320	2276
Urban Runoff								
Industrial site	196	220		176 annually	*	*	*	*
Restaurant	N/C	220**		176 every two years	*	*	*	*
Process Installations								
Small TI	196	220	249	174	225	428	200	70% of Building Fee
Medium TI	490	550	552	430	510	770	500	
Large TI	882	990	1010	860	985	1212	1000	
Toxic Gas Tools	784	880	880	780	895	1041	800	
Process and Business Closures								
Small	196	N/C	275	n/c	225	428	250	n/c
Medium	294	330	401	100	225	699	250	n/c
Large	490	550	560	200	515	1041	450	485

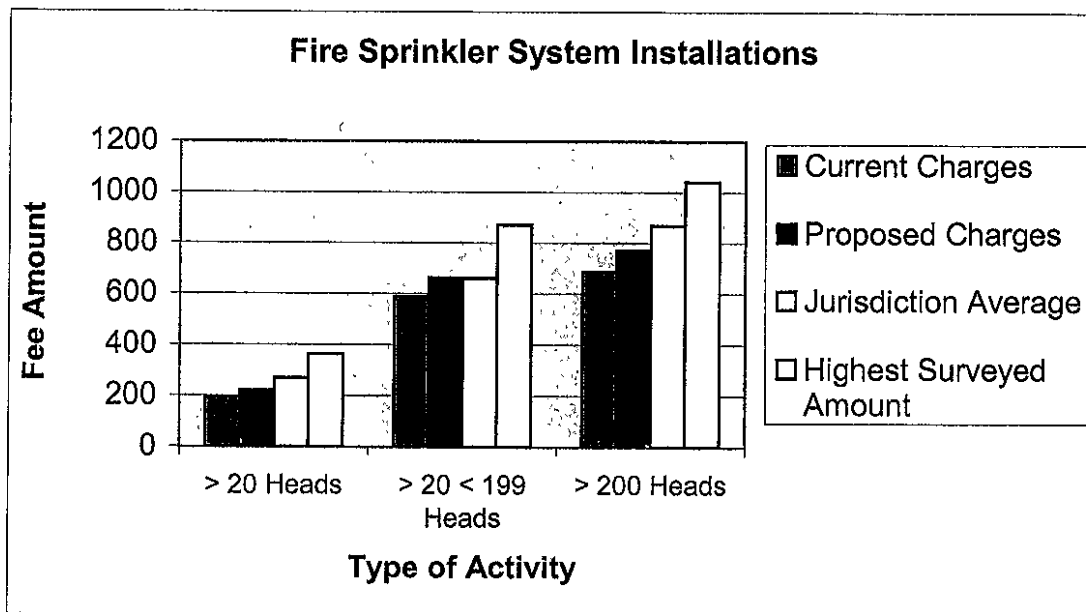
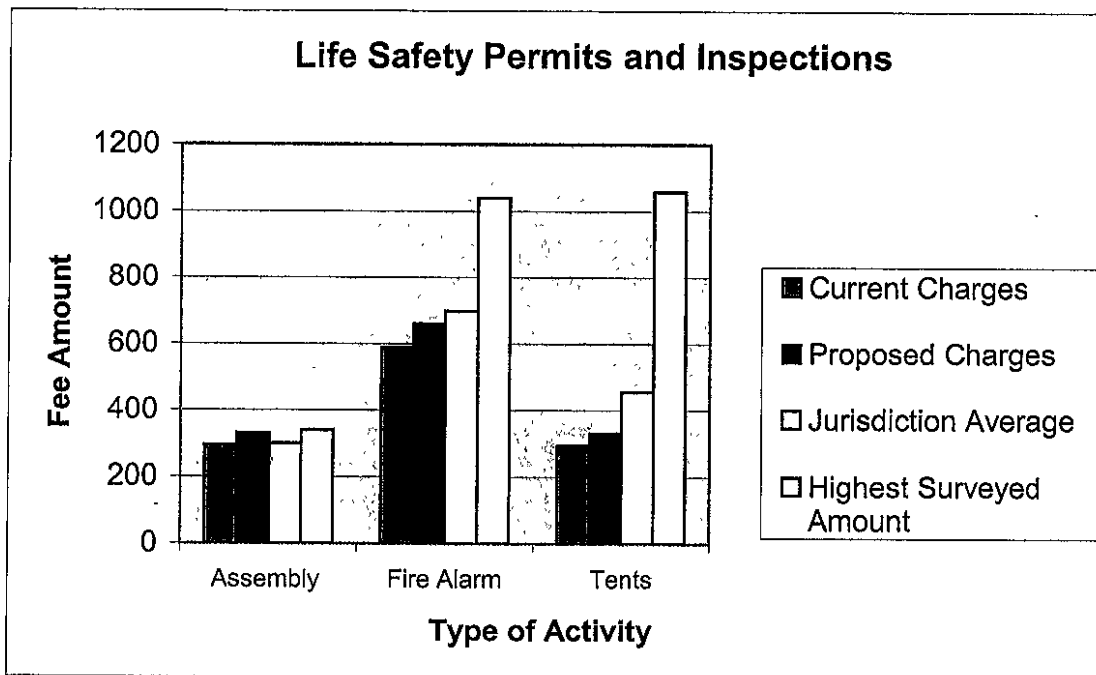
n/c – no charge for activity

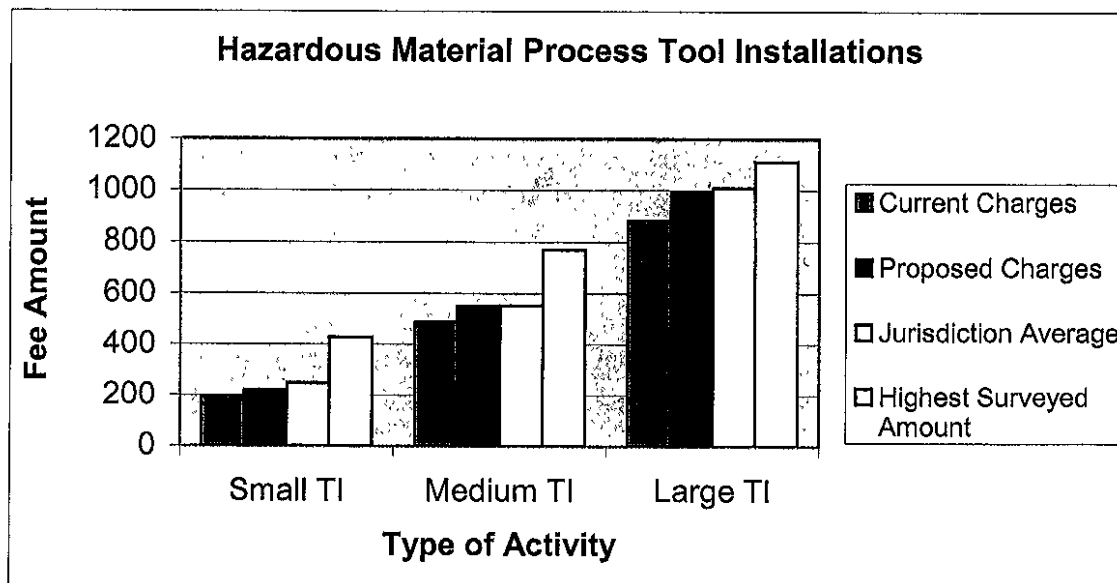
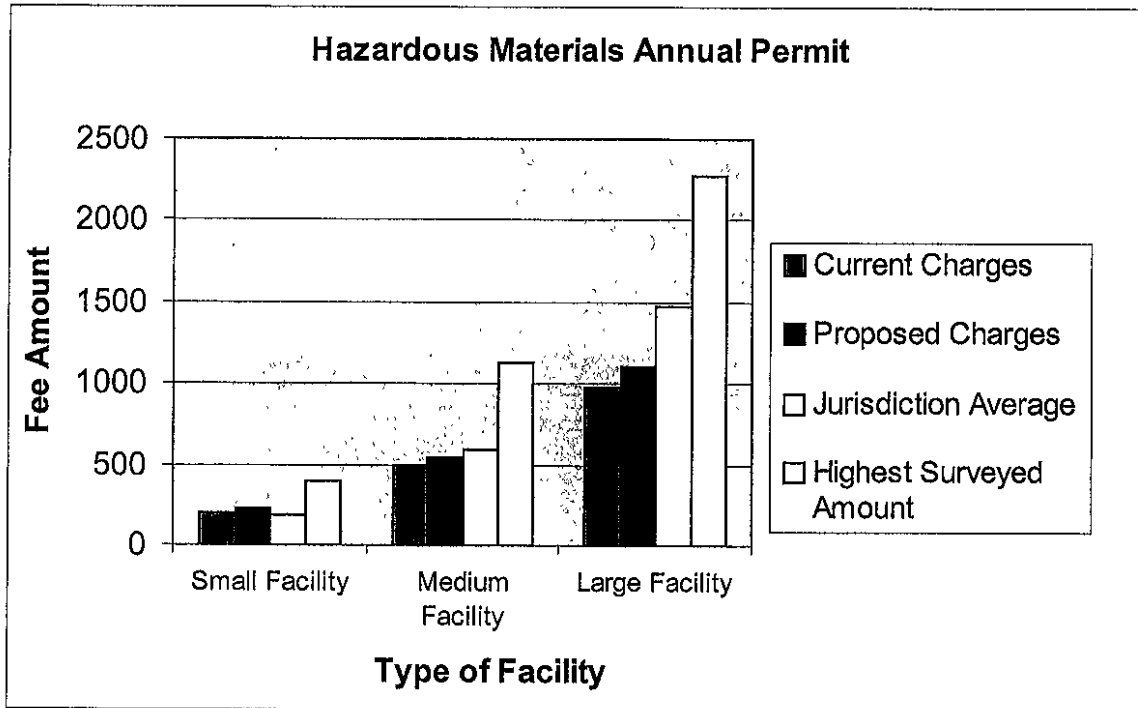
* Charges included in wastewater discharge permit fees

** Fee charged once every three years

Attachment 3

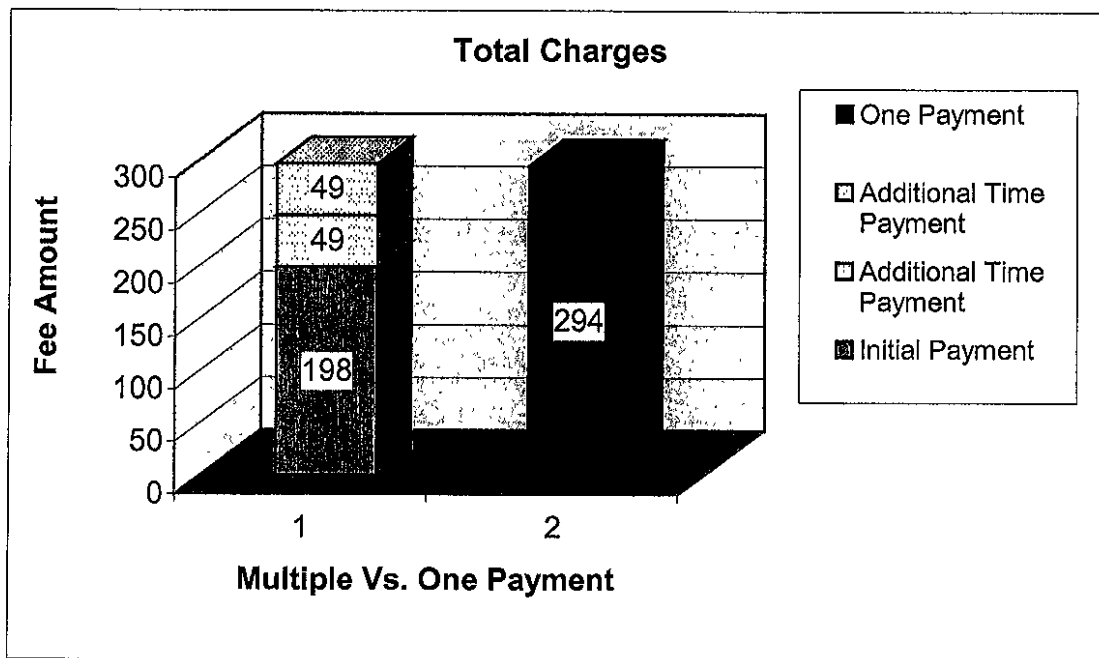
Comparison of Charges:





Attachment 4

Multiple Charges vs. One Initial Payment



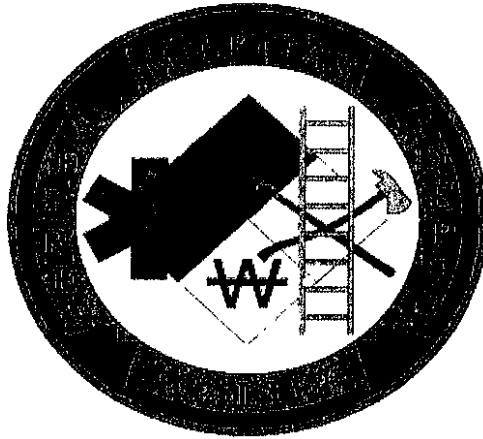
Attachment 5

Proposed New Fees

Justification for new fee:

- Alternate Materials and Methods Review –Allows for cost recovery of staff time to be collected when a customer requests review of a proposal developed as an alternative to the specific requirements of the Fire Code.
Proposed Rate: \$ 440.00
- Data Input (HMBP/HMIS) – Allows for cost recovery to enter business information (Hazardous Material Business Plan and Hazardous Material Inventory Statements) into the Department's emergency response preplan database when a business chooses not to.
Proposed Rate: \$ 220.00 over two hours
- Enforcement Cost Recovery – Allow for cost recovery of administrative time when compliance cannot be obtained at the inspector level.
Proposed Rate: Time and materials.
- Extended Consultative Meetings -- Staff regularly spends time with customers in preliminary meetings explaining various code requirements for the proposed project. This fee would allow for cost recovery for those projects where staff spends numerous hours with customers with undefined projects, or, where customers are not prepared.
Proposed Rate: \$ 220.00 (when over 1 hour of consultation)
- Detection System Maintenance Certification – Allows for cost recovery of staff time and inspection to implement a State mandated maintenance program.
Proposed Rate: \$ 110.00
- Failure to obtain a permit – allows for a penalty fee to be collected when a business conducts an activity regulated by the Fire Code and fails to obtain a permit.
Proposed Rate: Double standard fee
- Late Fee – allows for a penalty fee to be collected when a business fails to pay charges within 90 days.
Proposed Rate: Double standard fee.
- New Occupancy – allows for cost recovery of staff time for review and inspection of the project to allow occupancy.
Proposed Rate: \$ 220.00

- Project Review (Development and EIR) – Allows for cost recovery of staff time when reviewing larger type projects requiring numerous hours of review prior to submitting for a building permit.
Proposed Rate: \$ 880.00
- Response to DUI – Allows for cost recovery of staff time spent on responding to accidents involving individuals driving under the influence (DUI).
Proposed Rate: Time and materials.
- Smoke Detector Verification (new owner) – Allows for cost recovery of staff time for review and inspection of the project to verify smoke detectors are installed as required by Code.
Proposed Rate: \$ 110.00
- Temporary Certificate of Occupancy – Allows for cost recovery of staff time spent on reviewing a project and allowing occupancy prior to all life-safety conditions being met.
Proposed Rate: \$ \$ 220.00
- California Administrative Code Title 19 5-year Automatic Fire Sprinkler Certification - Allows for cost recovery of staff time and inspection to implement a State mandated maintenance program.
Proposed Rate: \$ 330.00
- Training – Allows the Department to charge a fee to use its training facilities.
Proposed Rate: Classroom (Trailer): \$ 40.00 per hour; Classroom (building), \$ 50.00 per hour; Drill Tower \$ 50.00 per hour; Instructor: time and materials.
- Urban Runoff Restaurant Inspections – Allows for cost recovery of staff time to conduct State required Urban Runoff inspections of restaurants completed once every three years.
Proposed Rate: \$ 220.00 once every three years.
- Weed Abatement – Allows for cost recovery of staff time when individuals fail to abate hazards as required.
Proposed Rate: \$ 110.00 per inspection



Milpitas Fire Department

Proposed Fee Schedule September 2003

Contents:

1. Annual Permits and Inspections
2. New Development and Tenant Improvements
3. Investigation and Enforcement
4. Miscellaneous

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1. Annual Permits and Inspections

A. Life Safety

Activity	Proposed Fee	Current Fee
Fire Code Permit – Life Safety		
▪ Assembly Occupancy (Division 1 and 2)	\$ 550.00	\$ 490.00
▪ Assembly occupancy (Division 3 and 4)	\$ 330.00	\$ 294.00
▪ High Piled Storage	\$ 440.00	\$ 392.00
Life Safety Inspections		
Life/Safety -Inspection-Malls	\$ 770.00	\$ 686.00
Life/Safety Inspection-Motels	\$ 330.00	\$ 294.00
Hotels, Multi-story structures (below 5 stories)	\$ 660.00	\$ 588.00
Hotels, Multi-story structure (above 4 stories) not classified as a high-rise) 1 hr. / floor 2 hr. minimum	\$ 660.00	\$ 588.00
High-rise (Certificate of Compliance – Title 19)	\$ 770.00	\$ 686.00
All other life-safety activities	\$ 220.00	\$ 196.00
Licensed Facilities - Commercial	\$ 220.00	\$ 196.00
Residential -large family daycare	\$ 110.00	\$ 98.00
Residential – small family daycare	N/C	N/C
Pre-inspection (residential care facilities)	\$ 110.00	\$ 98.00
Apartments (Complex size based upon number of units)		
▪ Small (3-4 units)	\$ 330.00	\$ 294.00
▪ Medium (5-15 units)	\$ 550.00	\$ 490.00
▪ Large (more than 15 units)	\$ 770.00	\$ 686.00

*N/C – no charge

A. Hazardous Materials

Fire Code Permit Hazardous Materials	Proposed Fee	Current Fee
<ul style="list-style-type: none"> Small chemical user (doctor/dentist, dry cleaner, photo shop, graphic design, print shop, auto repair, retail sales with propane) 	\$ 220.00	\$ 198.00
<ul style="list-style-type: none"> Medium chemical User (Body shop, research and design, analytical labs, pool supplies) 	\$ 550	\$ 490.00
<ul style="list-style-type: none"> Large chemical user 	\$ 1100.00	\$ 980.00
<ul style="list-style-type: none"> Plating shops 	\$ 660.00	\$ 588.00
<ul style="list-style-type: none"> Semiconductor 	\$ 880.00	\$ 784.00
<ul style="list-style-type: none"> Toxic gas annual monitoring certification 	\$ 880.00	\$ 784.00
<ul style="list-style-type: none"> All other activities 	\$ 220.00	\$ 196.00
Underground tanks	\$ 330.00	\$ 392.00
Urban Runoff Inspections (Industrial)	\$ 220.00	\$ 196.00
Urban Runoff Inspections (Restaurants) ¹	\$ 220.00	N/c

¹ Billed and inspected once every three years

2. New Development and Tenant Improvements
A. Life Safety Permits and Inspections

Activity	Proposed Fee	Current Fee
New Development		
Project Review (Development and EIR)	\$ 880.00	N/c
Extended Consultative Meetings (Over 1 hour in duration)	\$ 330.00	N/c
Life Safety Permits and Inspections		
• Addition	\$ 440.00	\$ 392.00
• Building Shells	\$ 880.00	\$ 784.00
• Tenant Improvements	\$ 880.00	\$ 784.00
• Over-the-Counter	\$ 220.00	\$ 196.00
• Revision to existing project	\$ 440.00	\$ 392.00
• "S" Zone	\$ 330.00	\$ 294.00
• Plan Check by Appointment	\$ 220.00	\$ 196.00
• Fast Track	\$ 440.00	\$ 392.00
Fire Extinguishing Permits and Inspections		
Sprinkler System	\$ 770.00	\$ 686.00
• New system - one riser		
• New system – each additional riser	\$ 440.00	\$ 392.00
• New system – greater than 3 stories in height	\$ 1320.00	\$ 1176.00
• Underground only	\$ 550.00	\$ 490.00
• TI – less than 20 heads	\$ 220.00	\$ 196.00
• TI – 20 – 199 heads	\$ 660.00	\$ 588.00
• TI – greater than 200 heads	\$ 880.00	\$ 784.00
Hood and Duct Systems	\$ 440.00	\$ 392.00
FM 2000 (under floor systems)	\$ 440.00	\$ 392.00
Other (déluge, foam, etc.)	\$ 440.00	\$ 392.00

Activity	Proposed Fee	Current Fee
Fire Alarm Permits and Inspections		
• New system	\$ 770.00	\$ 686.00
• Addition – 5 or more devices	\$ 440.00	\$ 392.00
• Addition – less than 5 devices	\$ 220.00	\$ 196.00
Tents, canopies, membrane structures		
• 4 or less	\$ 330.00	\$ 294.00
• 5 or more	\$ 440.00	\$ 392.00

B. Hazardous Material Permits and Inspections

Activity	Proposed Fee	Current Fee
Hazardous Materials		
• Small TI (registration form, nitrous oxide and oxygen system)	\$ 220.00	\$ 198.00
• Medium TI (Emergency generator, lift stations, aboveground tanks, treatment, large tank installations)	\$ 550.00	\$ 490.00
• Large TI (“H” occupancy, Plating)	\$ 990.00	\$ 882.00
• Toxic Gas Tools (furnaces, implanter, reactors)	\$ 880.00	\$ 784.00
Closure - facility		
• Closure – process/tools	\$ 330.00	\$ 294.00
• Small TI	N/c	\$ 198.00
• Medium TI	\$ 330.00	\$ 294.00
• Large TI	\$ 550.00	\$ 490.00
Underground Tank Installations		
• 2 tanks or less	\$ 880.00	\$ 784.00
• Each additional tank	\$ 220.00	\$ 198.00
Underground Tank Removals		
• 2 tank systems or less	\$ 330.00	\$ 294.00
• Each additional tank system	\$ 110.00	\$ 98.00

3. Investigation / Enforcement

Activity	Proposed Fee	Current Fee
INVESTIGATION/ENFORCEMENT		
• Response/Investigation Fee	Time and materials	Time and materials
• Fire Code Article 80 Release Cleanup	Time and materials	Time and materials
• Referral Inspection (Life/Safety)	\$ 220.00	\$ 198.00
• Referral Inspection (Haz Mat)	\$ 220.00	\$ 198.00
• Enforcement Cost Recovery-administrative	Time and materials	N/C

4. Miscellaneous

Activity	Proposed Fee	Current Fee
After-hours inspections (Life Safety & Hazardous Materials)	Time and Materials -3 hour minimum	Time and Materials -3 hour minimum.
Alternate Materials and Methods Review	\$ 440.00	N/C
Fire Watch	Time and Materials	Time and Materials
New Occupancy (new business)	\$ 110.00	No Fee
Smoke Detectors verification (new owner)	\$ 110.00	No Fee
Detection system maintenance certification	\$ 110.00	No Fee
Title 19 5-year automatic fire sprinkler certification	\$ 330.00	No Fee
Response to DUI	Time and Materials	No Fee
Confined Space permits	\$ 110.00	No Fee
Emergency Response – Haz Mat Calls	Time and Materials	Time and Materials
Non-Milpitas Response	Time and Materials	Time and Materials
Data input (HMBP/HMIS)	Less than one hour no charge. Minimum charge \$ 220.00.	No Fee
Late fee – over 90 days	Double standard fee	No Fee

Activity	Proposed Fee	Current Fee
Failure to obtain a permit	Double standard fee	No Fee
Fire Code Permits not otherwise listed	\$ 220.00	\$ 198.00
Temporary Certificate of Occupancy	\$ 220.00	No Fee
Weed Abatement	\$ 110.00	No Fee
Unwanted Alarm	First two in calendar year no charge 3 rd - \$ 300.00 4 th - \$500.00 5 th - \$ 900.00 all others \$ 900.00	First three in calendar year no charge 3 rd - \$ 300.00 4 th - \$500.00 5 th - \$ 900.00 all others \$ 900.00
Training	Classroom: Trailer \$ 40.00/hr Building \$ 50.00/hr Instructor: Time and materials	No Fee
Standard Hourly Fee – additional time	\$ 110.00 per hour	\$ 98.00 per hour
Other activities not listed	\$110.00 per hour	\$ 98.00 per hour

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MILPITAS AMENDING RESOLUTION NO. 6449,
THE COMPREHENSIVE FEE SCHEDULE

WHEREAS, The Municipal Code specifies that certain fees and charges shall be fixed by Resolution of the City Council; and

WHEREAS, these fees and charges should be in amounts sufficient to recover the costs incurred by the City in the amount specified through Council policy direction with respect to the functions to be performed by the City.

NOW, THEREFORE, BE IT RESOLVED that the various fees and charges set forth in the attached Exhibit A shall become effective with the adopting of this resolution and shall remain in effect until a new Resolution amending the same is adopted by the City Council;

BE IT FURTHER RESOLVED, the fees and charges established by this resolution shall supersede all previously established fees or charges for the same regulations, project or service, and all such previous fees and charges are repealed on the effective date of this Resolution of the City Council provided in Section IV-3-4.00 of the Milpitas Municipal Code. All other fees shall remain in effect.

PASSED AND ADOPTED this 21st day of October, 2003, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

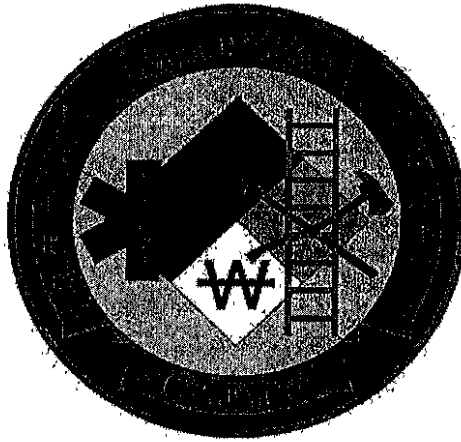
APPROVED:

Gail Blalock, City Clerk

Jose S. Esteves, Mayor

APPROVED AS TO FORM:

Steven T. Mattas, City Attorney



Milpitas Fire Department

Proposed Fee Schedule October 2003

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1. Annual Permits and Inspections

A. Life/Safety

Activity	Proposed Fee
Fire Code Permit - Life Safety	
▪ Assembly occupancy (Division 1 and 2)	\$ 550.00
▪ Assembly occupancy (Division 3 and 4)	\$ 330.00
▪ High Piled Storage	\$ 440.00
Life Safety Inspections	
Life/Safety Inspection-Malls	\$ 770.00
Life/Safety Inspection-Motels	\$ 330.00
Hotels and multi-story structures (below 5 stories)	\$ 660.00
Hotels and multi-story structures (above 4 stories not classified as a high-rise) 1 hr. / floor 2 hr. minimum	\$ 660.00
High-rise (Certificate of Compliance – Title 19)	\$ 770.00
All other life-safety activities	\$ 220.00
Licensed Facilities - Commercial	\$ 220.00
Residential -large family daycare	\$ 110.00
Residential – small family daycare	N/C
Pre-inspection (residential care facilities)	\$ 110.00
Apartments (Complex size based upon number of units)	
▪ Small (3-4 units)	\$ 330.00
▪ Medium (5-15 units)	\$ 550.00
▪ Large (more than 15 units)	\$ 770.00

*N/C – no charge

B. Hazardous Materials

Fire Code Permit Hazardous Materials	Proposed Fee
<ul style="list-style-type: none"> • Small chemical user (doctor/dentist, dry cleaner, photo shop, graphic design, print shop, auto repair, retail sales with propane) 	\$ 220.00
<ul style="list-style-type: none"> • Medium chemical User (Body shop, research and design, analytical labs, pool supplies) 	\$ 550.00
<ul style="list-style-type: none"> • Large chemical user 	\$ 1100.00
<ul style="list-style-type: none"> • Plating shops 	\$ 660.00
<ul style="list-style-type: none"> • Semiconductor 	\$ 880.00
<ul style="list-style-type: none"> • Toxic gas annual monitoring certification 	\$ 880.00
<ul style="list-style-type: none"> • All other activities 	\$ 220.00
Underground tanks	\$ 330.00
Urban Runoff Inspections (Industrial)	\$ 220.00
Urban Runoff Inspections (Restaurants) ¹	\$ 220.00

¹ Billed and inspected once every three years

2. New Development and Tenant Improvements
A. Life Safety Permits and Inspections

Activity	Proposed Fee
New Development	
Project Review (Development and EIR)	\$ 880.00
Extended Consultative Meetings (Over 1 hour in duration)	\$ 330.00
Life Safety Permits and Inspections	
• Addition	\$ 440.00
• Building Shells	\$ 880.00
• Tenant Improvements	\$ 880.00
• Over-the-Counter	\$ 220.00
• Revision to existing project	\$ 440.00
• "S" Zone	\$ 330.00
• Plan Check by Appointment	\$ 220.00
• Fast Track	\$ 440.00
Fire Extinguishing Permits and Inspections	
Sprinkler System	\$ 770.00
• New system - one riser	
• New system – each additional riser	\$ 440.00
• New system – greater than 3 stories in height	\$ 1320.00
• Underground only	\$ 550.00
• TI – less than 20 heads	\$ 220.00
• TI – 20 – 199 heads	\$ 660.00
• TI – greater than 200 heads	\$ 880.00
Hood and Duct Systems	\$ 440.00
FM 2000 (under floor systems)	\$ 440.00
Other (déluge, foam, etc.)	\$ 440.00

Proposed Fee Schedule

Activity	Proposed Fee
Fire Alarm Permits and Inspections	
• New system	\$ 770.00
• Addition – 5 or more devices	\$ 440.00
• Addition – less than 5 devices	\$ 220.00
Tents, canopies, membrane structures	
• 4 or less	\$ 330.00
• 5 or more	\$ 440.00

C. Hazardous Material Permits and Inspections

Activity	Proposed Fee
Hazardous Materials	
• Small TI (registration form, nitrous oxide and oxygen system)	\$ 220.00
• Medium TI (Emergency generator, lift stations, aboveground tanks, treatment, large tank installations)	\$ 550.00
• Large TI (“H” occupancy, Plating)	\$ 990.00
• Toxic Gas Tools (furnaces, implanter, reactors)	\$ 880.00
• Closure – process/tools	\$ 330.00
Closure - facility	
• Small TI	N/c
• Medium TI	\$ 330.00
• Large TI	\$ 550.00
Underground Tank Installations	
• 2 tanks or less	\$ 880.00
• Each additional tank	\$ 220.00
Underground Tank Removals	
• 2 tank systems or less	\$ 330.00
• Each additional tank system	\$ 110.00

3. Investigation / Enforcement

Activity	Proposed Fee
INVESTIGATION/ENFORCEMENT	
• Response/Investigation Fee	Time and materials
• Fire Code Article 80 Release Cleanup	Time and materials
• Referral Inspection (Life/Safety)	\$ 220.00
• Referral Inspection (Haz Mat)	\$ 220.00
• Enforcement Cost Recovery-administrative	Time and materials

4. Miscellaneous

Activity	Proposed Fee
After-hours inspections (Life Safety & Hazardous Materials)	Time and Materials -3 hour minimum
Alternate Materials and Methods Review	\$ 440.00
Fire Watch	Time and Materials
New Occupancy (new business)	\$ 110.00
Smoke Detectors verification (new owner)	\$ 110.00
Detection system maintenance certification	\$ 110.00
Title 19 5-year automatic fire sprinkler certification	\$ 330.00
Response to DUI	Time and Materials
Confined Space permits	\$ 110.00
Emergency Response – Haz Mat Calls	Time and Materials
Non-Milpitas Response	Time and Materials
Data input (HMBP/HMIS) ¹	Less than one hour no charge. Minimum charge \$ 220.00

Proposed Fee Schedule

Late fee – over 90 days	Double standard fees
Failure to obtain a permit	Double standard fees
Fire Code Permits not otherwise listed	\$ 220.00
Temporary Certificate of Occupancy	\$ 220.00
Weed Abatement	\$ 110.00
Unwanted Alarm	First two in calendar year no charge 3 rd - \$ 300.00 4 th - \$ 500.00 5 th - \$ 900.00 all others \$ 900.00
Training	Classroom: Trailer \$ 40.00/hr. Admin. \$ 50.00/hr. Instructor: Time and materials
Standard Hourly Fee – additional time	\$ 110.00
Other activities not listed	\$ 110.00 per hr.